

**Centers for Ocean Sciences Education Excellence - Pacific Partnerships
Report and Recommendations for the COSEE-PP Management Team**

**Submitted
by the
COSEE-Pacific Partnerships External Advisory Committee**

January 2009

COSEE-Pacific Partnerships External Advisory Board Report and Recommendations

Introduction

The External Advisory Committee (EAC) of the Centers for Ocean Sciences Education Excellence – Pacific Partnerships (COSEE-PP) convened its first meeting on January 22, 2009 at the University of Oregon’s Institute of Marine Biology (OIMB) in Charleston, Oregon. In addition to the EAC (see Appendix A for membership), five members of the COSEE-PP management team participated in the meeting: Jan Hodder, Director; Shawn Rowe, Co-Director; Kerry Carlin-Morgan, co-PI; Coral Gehrke, Coordinator; and Lester Reed, External Evaluator. This report is a direct result of those discussions.

The agenda for the meeting is included in Appendix B. The meeting began with a discussion of EAC Roles and Responsibilities outlined in Appendix C.

The goals of the January 2009 EAC meeting were to:

- 1) Provide the EAC with an overview of COSEE-PP and the COSEE Network.
- 2) Update the EAC on COSEE-PP activities in Year 1 and discuss what is planned in the following years.
- 3) Identify ways the EAC can assist COSEE-PP (e.g. provide feedback to improve programs, identify partnership opportunities, identify ways to raise visibility, and assist in disseminating materials) and identify how COSEE-PP can best use EAC member expertise.
- 4) Determine the structure of the EAC and how to best facilitate communication between committee members and the Management Team.
- 5) Determine how the EAC will report on EAC meetings to the National Science Foundation (NSF).

The EAC met in executive session from 1:00 – 2:30 p.m. External Evaluator Lester Reed facilitated the session. They discussed how the committee will function and provided recommendations to the Management Team. The following is the report from this discussion.

Report from External Advisory Committee Discussion

EAC Committee Structure

Item 1: The EAC chose not to elect a committee chair. The EAC will be staff driven.

Item 2: The committee prefers to communicate via email. They requested “COSEE” be included in the subject line of all emails and that the sender indicate whether they would like a response.

Item 3: COSEE-PP should convene full committee conference calls only when there is a subject up for discussion that requires the input of the entire EAC. In most cases, program or activity specific calls with an individual or a small number of committee members with expertise in a particular area will suffice.

Item 4: Email program/activity updates, press releases, reports, etc. to the EAC as events happen or as details are available. The EAC does not want to receive quarterly reports. Links to activity outlines and materials on the COSEE-PP website are preferred to email attachments.

Item 5: January and early February work best for annual EAC meetings at OIMB. Meetings should be 1 to 1.5 days in length. When feasible, the EAC would like the Management Team to invite activity participants to these meetings to discuss their experiences in COSEE-PP programs.

Item 6: The COSEE-PP coordinator will draft a summary of the advice and recommendations given by the EAC during the meeting and send it to EAC for approval. Once approved, the summary will serve as the report to NSF.

Recommendations for the COSEE-PP Management Team

Recommendation 1: The COSEE-PP Management Team should provide the EAC with more detailed information on activities, e.g. executive summaries of needs assessments such as those conducted for the community colleges, the Association of Zoos and Aquariums (AZA) education and husbandry staff, and the Coastal Master Naturalist Program.

Recommendation 2: COSEE-PP should establish baseline data and collect quantifiable data on the impact of its programs for internal and external evaluation.

Recommendation 3: The EAC discourages the creation of non-transferable courses for community college programs.

Recommendation 4: COSEE-PP should begin addressing issues of program sustainability.

Recommendation 5: COSEE-PP should develop an outline that includes goals, activities within a program, and evaluation questions for each activity in the form of a paragraph, chart, table, or logic model. COSEE-PP should also identify a timeline for program implementation.

Recommendation 6: Add a calendar of events to the website.

Appendix A
COSEE Pacific Partnerships External Advisory Committee Membership

January 2009

Mary Jane Bagwell is an Adult Basic Skills Leadership Specialist with the Oregon Department of Community Colleges and Workforce Development, with responsibility for statewide initiatives supporting Adult Basic Education/General Education Development (GED) and English as a Second Language programs in Oregon's 17 community colleges and the Department of Corrections. Previously she served as the Director of the Oregon Professional Development System at Oregon State University's Western Center for Community College Development. Mary Jane graduated from Portland Community College, Marylhurst College and earned an MEd in Adult Education from Oregon State University.

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Dr. Susie Brubaker-Cole is Associate Provost for Academic Success and Engagement at Oregon State University, with responsibility for campus-wide initiatives and programs in support of excellence in undergraduate education. Previously she served as the Associate Vice Provost for Undergraduate Education at Stanford University overseeing undergraduate advising, research, fellowships, and honors programs. A native Oregonian, she holds a Ph.D. and M.A. from Yale University, and B.A. from University of Washington.

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*Dr. Brubaker-Cole was unable to attend the 2009 EAC Meeting. Jan Hodder and Shawn Rowe met with her on January 27, 2009 to provide an update and to discuss the meeting.

Dr. Paul Dinnel is a Marine Scientist at the Shannon Point Marine Center, Western Washington University. He conducts research in the areas of marine toxicology and marine ecology, with a special emphasis on shellfish species, and routinely mentors students in the Center's NSF-funded Multicultural Initiative in the Marine Sciences: Undergraduate Participation (MIMSUP) and Research Experience for Undergraduates (REU) programs. Paul is an active member of the Skagit County Marine Resources Committee, a past Chair of the Northwest Straits Commission and sits on the Board of Directors of the Padilla Bay Foundation. He holds a Ph.D. in Fisheries from the University of Washington and a B.A. and M.A. in Biology from Humboldt State University.

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Dr. Robert Emanuel is the OSU Sea Grant Extension Agent for Water Resources and Community Development on the North Coast of Oregon. He provides education, training, and technical assistance in the areas of water quality, water resource management, and watershed health. Robert is former Vice President of the board of the Alliance of Natural Resource Outreach and Service Programs, a national alliance of Master Naturalist-type programs. He holds a Ph.D. and M.A. from the University of Arizona and a B.S. from Humboldt State University.
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Dr. Matthew Gilligan is a professor and coordinator of undergraduate and graduate marine sciences degree programs at Savannah State University, an historically-Black unit of the University System of Georgia. He chairs the Education and Diversity Committee of the National Association of Marine Laboratories, serves on the Education sub-panel of the Ocean Research and Resources Advisory Panel, and was a moderator for a panel on the workforce and diversity at the Conference on Ocean Literacy in 2006.
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Dr. Michael Hadfield is a Professor of Zoology at the University of Hawai'i Kewalo Marine Laboratory and Director of a program for Pacific Island students in the National Science Foundation's Undergraduate Research and Mentoring in the Biological Sciences (URM) program. His research areas include larval development and recruitment biology of marine invertebrate animals. Dr. Hadfield has taught university undergraduate and graduate courses and has given many public lectures. He holds a Ph.D. in Biological Sciences from Stanford University and a B.A and M.S. in Zoology from the University of Washington.
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Dr. David Hankin is professor and Chair of Fisheries Biology and acting Associate Dean of Marine Sciences at Humboldt State University. He previously served as Interim Director of Marine Facilities. He has maintained an office at the HSU Marine Laboratory since 1984 and has engaged in substantial marine fisheries research during his career. His marine fisheries research has focused on population dynamics, life history and fishery management of Dungeness crabs, and population dynamics, life history and fishery management of wild and hatchery stocks of Chinook salmon. He currently serves as one of two US members of the Committee for Scientific Cooperation, an international committee that provides scientific advice to the Pacific Salmon Commission that manages transboundary (US/Canada) salmon stocks.
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Camille Preus is the Commissioner of the Oregon Community College and Work Force Development. Previously she served as Governor Kitzhaber's Workforce Policy Coordinator. Prior to her government service, she held positions as a chemist and quality control manager with United States Steel. Cam graduated from Cumberland Junior College, Middle Tennessee University and earned an MBA from Indiana University.

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*Ms. Preus was unable to attend the 2009 EAC Meeting. Coordinator Coral Gehrke sent to her a copy of the materials provided at the meeting. EAC member Mary Jane Bagwell offered to provide an update and to discuss the meeting with her.

Dr. Scott Randol is a Research Specialist with the Center for Research, Evaluation and Assessment at Lawrence Hall of Science. Dr. Randol has worked on several nationally funded grants including evaluation of COSEE California, which strives to increase both the involvement of ocean scientists in K-12 education & outreach and the access of underserved students to ocean science and to science and technical careers. He also serves as lead evaluator on the COSIA project where he is examining collaborative processes between ISEIs and universities and the role of ISEIs as mediators between ocean sciences professionals and the general public.

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Cynthia Vernon is the Vice President of Education, Guest, and Research Programs at the Monterey Bay Aquarium, with responsibility for school, teacher, and youth programs, guest experience efforts, and research initiatives for sea otters, tuna, and white sharks. She is an active member of the Association of Zoos and Aquariums, with special interest in visitor research and the association's schools for professional development.

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Richard Walkoski is the Recreation Program Manager for the Oregon State Parks and Recreation Department where he manages the interpretive, volunteer, universal visitor access (ADA) and trails programs.

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Appendix B
COSEE Pacific Partnerships External Advisory Committee Meeting Schedule

Oregon Institute of Marine Biology
January 21 – 23, 2009

Schedule

Wednesday, January 21

- 6:45 p.m. Please meet in the OIMB Dining Hall. We will travel to the restaurant together.
7:00 p.m. Dinner at High Tide Café

Thursday, January 22

- 8:00 a.m. Breakfast in the Dining Hall
9:00 a.m. Meeting begins in the Dining Hall
Welcome by Dr. Craig Young, Director, Oregon Institute of Marine Biology
Introductions – Jan
Overview of the role of the External Advisory Committee – Jan
Overview of what we would like to accomplish today – Jan
9:30 a.m. Overview of the National COSEE Network – Coral
9:45 a.m. Overview of COSEE Pacific Partnerships – What has been accomplished and what is planned
a. General outline of activities, plans and budget – Jan
b. Informal Science activities – Shawn and Kerry
i. Coastal Master Naturalist Program
ii. Informal Science Education Institution (ISEI) Professionals
iii. Volunteers
c. Community College programs
i. Promoting Research Investigations in the Marine Environment (PRIME) internship program – Coral
ii. Community College Faculty – Jan
iii. Community College career professionals – Jan
d. Engaging Scientists – Shawn
e. COSEE Pacific Partnerships Evaluation – Lester
f. Brief discussion of future marine lab involvement – more to come on Friday
12:00 p.m. Lunch
1 – 2:30 p.m. External Advisory Committee members only meeting – Lester to facilitate Management Team meeting to further plans for engaging scientists workshop
2:45 p.m. Report from External Advisory Committee and discussion
Future meetings and interactions

4:00 p.m. Adjourn

6:30 p.m. Dinner at Black Market Gourmet

Friday, January 23

Attendees: Paul Dinnel, Mike Hadfield, Dave Hankin, Jan Hodder, Coral Gehrke, Shawn Rowe, Lester Reed

8:30 a.m. Breakfast in the Dining Hall

9:00 a.m. Begin meeting in the OIMB Library Conference Room (upstairs)

Topics to cover:

- Timeline for marine lab involvement
- Work plans, budgets and drafting sub-contracts
- Needs of additional sites from COSEE-Pacific Partnerships
- Effective communication between participants
- Evaluation
- Other details

12:00 p.m. Adjourn

Lunch at Empire Café

Appendix C

COSEE Pacific Partnerships External Advisory Committee Roles and Responsibilities

Advisor Position Description:

- Provide timely input and suggestions to help COSEE Pacific Partnerships meet its goals. Where appropriate with your expertise, act as a “sounding board” for ideas and challenges. Help us:
 - Be innovative
 - Be forward-thinking
 - Identify issues and concerns in time to fix them
- Participate actively in annual committee meeting [typically in mid-January].
 - Provide input to our formative review of progress on the project
 - Provide suggestions for improvement.
- As needed, respond to solicitations for guidance during the year.
- Help us link to exemplary resources [people, programs, sponsors, instructional resources].
- Alert us to opportunities for collaboration to expand the reach or capacity of the Center.
- Help raise visibility of COSEE Pacific Partnerships among your networks.
- Assist in disseminating project materials.
- Support the dissemination of COSEE Pacific Partnership developed educational tools for increasing ocean literacy.

Our Commitment to Advisory Committee Members:

- You will be recognized as Advisory Committee members on the COSEE Pacific Partnerships web site and in final materials for the grant.
- You will receive regular updates on progress on the project.
- Your input will be recorded, considered, and incorporated whenever possible.
- We will pay your travel costs and housing and meal expenses to the annual meetings.

Logistics of External Advisory Committee Membership

- Members will serve two-year terms with reappointment possible.
- Meetings will be held annually
- Travel and lodging/meals will be covered